

Attachment L-9
Task Order 1: Transition
Request for Task Proposal (RTP)

In accordance with the Master IDIQ Contract Section H.50 Task Ordering Procedure, paragraph (c), the following constitutes the RTP for the Transition Task Order. The requirements for the Contractor's Task Order proposal are set forth in Section L of this Solicitation No. 89303319REM000055.

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Section B - Supplies or Services and Prices/Costs

This Task Order work shall be performed under Contract Line Item Number (CLIN) 00001 of the Savannah River Site Integrated Mission Completion Contract (herein referred to as the Master IDIQ Contract). Section B of the Master IDIQ Contract is incorporated by reference. The requisite clause information specific to this Task Order included below is consistent with the clause numbering structure established by the Master IDIQ Contract.

B.1 DOE-B-2012 Supplies/Services Being Procured/Delivery Requirements (Oct 2014)

The Contractor shall furnish all personnel, facilities, equipment, material, supplies, and services (except as may be expressly set forth in this Task Order as furnished by the Government) and otherwise do all things necessary for, or incident to, the performance of work as described in Section C, Performance Work Statement (PWS) under this Task Order.

B.2 Type of Contract - DOE-B-2004 Cost Task Order No-Fee Total Estimated Cost (OCT 2014) (Revised)

- (1) This is a cost-no fee Task Order. In accordance with the clause at FAR 52.216-11, *Cost Contract- No Fee*, the Total Estimated Cost for this Task Order is as follows (Table B-1):

Table B-1. Estimated Total Cost

Total Estimated Cost:	[\$proposed]
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- (2) The Total Estimated Cost of the Task Order is as follows (Table B-2):

Table B-2. Task Order CLIN Structure

CLIN	CLIN Title	CLIN Type	Total Estimated Cost
00001	Transition	CR (no fee)	[\$proposed]
CLIN= Contract Line Item Number CR = Cost Reimbursable			

- (3) CLIN Description:

CLIN 00001 –Transition:

The Transition Period begins with the start date provided within the issuance of the initial Notice to Proceed (NTP). The Incoming Transition Period dates are set forth in Section F clause, *Period of Performance*. Costs are reimbursed based on allowable actual costs billed to the Contract. There is no fee for the Transition Period.

B.4 DOE-B-2013 Obligation of Funds (Oct 2014)

- (a) Pursuant to the clause of this Contract in FAR 52.232-22, *Limitation of Funds*, total funds in the amount(s) specified below are obligated for the payment of allowable costs. It is estimated that this amount is sufficient to cover performance through the period of performance (POP) as specified in F.3 below.

TBD at Task Order award.

Section C - Performance Work Statement

C.1 Task Order Requirements

The following tasks of the Task Order contain work scope that shall be performed by the Contractor during this Task Order's POP.

Table C-1. Listing of Task-Specific Scope

Task Order 1: Transition		
Task #	Task Title	Related Master IDIQ PWS Section
1	Transition	C.1, <i>Contract Transition</i>
IDIQ = Indefinite Delivery/Indefinite Quantity PWS = Performance Work Statement		

This task defines the activities necessary to fully transition the Liquid Waste Stabilization/Disposition work scope presently being performed by the incumbent Liquid Waste Contractor to the Contractor, transition any subcontract work from the incumbent Liquid Waste Contractor to the Contractor as deemed necessary, and complete workforce transition in accordance with the requirements of Section H of the Contract. The main goal of this task is the Contractor's demonstrated readiness to fully and seamlessly assume responsibility for execution of the Liquid Waste Disposition/Stabilization IMC Contract work scope.

The desired outcome is the complete safe, effective, and efficient transfer of responsibility for execution of the SRS IMC Contract with little or no disruption to ongoing Liquid Waste Stabilization/Disposition operations. The detailed scope of work is identified in the IMC Contract Section C.1, *Contract Transition*.

Section D - Packaging and Marking

Section D of the Master IDIQ Contract is incorporated by reference.

Section E - Inspection and Acceptance

Section E of the Master IDIQ Contract is incorporated by reference.

Section F - Deliveries or Performance

Section F of the Master IDIQ Contract is incorporated by reference, with the exception of Clause F.3, which is filled in and provided below.

F.3 Period of Performance

- (b) The overall Task Order POP shall be 90 days following NTP.

Section G - Contract Administration Data

Section G of the Master IDIQ Contract is incorporated by reference.

Section H - Special Contract Requirements

Section H of the Master IDIQ Contract is incorporated by reference.

Section I - Contract Clauses

Section I of the Master IDIQ Contract is incorporated by reference, except for the following Section I clause, which is filled-in as follows:

Table I-1. Section I Clause Fill-Ins

Clause No.	FAR/DEAR Reference	Title	Fill-In Information; See FAR 52.104(d)
I.45	FAR 52.217-8	Option to Extend Services	Any time prior to the expiration of the Task Order
DEAR = Department of Energy Acquisition Regulation FAR = Federal Acquisition Regulation			

Section J - List of Documents, Exhibits, and Other Attachments

Section J of the Master IDIQ Contract is incorporated by reference, as applicable to this Task Order, with the exception of the following, which are hereby incorporated in this Task Order.

Section J-7 - Contract Deliverables

In addition to the list of Contract Deliverables specified in Section J, Attachment J-7, *Contract Deliverables*, the following list of Transition Deliverables are also required for this Task Order.

Task Order 1 – Transition Deliverables

(Note: All time periods specified are calendar days.)

Deliverable Number	Deliverable	DOE		Deliverable Due	Contract Section/Requirement
		Action	Response Time		
TO1-0001	Executive Summary posted to Contractor's website	Information		Within 72 hours after NTP	C-1 Contract Transition
TO1-0002	Transition Status Reports	Information		Weekly during transition period	C-1 Contract Transition
TO1-0003	Weekly reports to the CO regarding implementation of hiring preferences	Information		Weekly (less frequently if requested by CO)	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0004	List of Contractor personnel who will be responsible for transitioning the employees of the Incumbent Contractor and for the development of transition agreements	Information		Within 10 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes

Task Order 1 – Transition Deliverables

(Note: All time periods specified are calendar days.)

Deliverable Number	Deliverable	DOE		Deliverable Due	Contract Section/Requirement
		Action	Response Time		
TO1-0005	Description of all Workforce Transition Agreements	Information		Within 10 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0006	Draft Communication Plan	Review		Within 10 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0007	Description of the process for regularly obtaining updated information from the Incumbent Contractor regarding incumbent employees	Information		Within 10 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0008	List of Contractor Personnel responsible for transitioning existing benefit plans and, if needed, development of new benefit plans	Information		Within 10 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0009	Estimated Costs & detailed breakout of costs to accomplish workforce & benefits transition activities	Review		Within 10 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0010	Transition Plan	Approve	5 days	Within 15 days after NTP	C-1 Contract Transition
TO1-0011	Draft Workforce Transition Plan	Review		Within 15 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0012	Final Communication Plan	Approve		Within 15 days after the NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0013	List of Information & documents requested from Incumbent Contractors pertaining to transition of existing benefit plans	Information		Within 15 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0014	Organizational Conflict of Interest Management Plan	Approve		Within 15 days after NTP	H.28 Organizational Conflict of Interest Management Plan
TO1-0015	DOE Form 3220.5, <i>Application for Contractor Compensation Approval</i> , for each Key Personnel position	Approve		Within 20 days after NTP.	H.5 Special Provisions Applicable to Workforce Transition and Employee

Task Order 1 – Transition Deliverables

(Note: All time periods specified are calendar days.)

Deliverable Number	Deliverable	DOE		Deliverable Due	Contract Section/Requirement
		Action	Response Time		
					Compensation: Pay and Benefits
TO1-0016	Draft Benefits Transition Plan	Review		Within 20 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0017	Detailed description of plans and processes to ensure compliance with pay and benefit requirements	Information		Within 20 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0018	Minutes of meetings with Incumbent Contractor benefits administrators to discuss all matters necessary to ensure compliance with pay and benefits requirements.	Information		Within 2 days following each meeting with initial meeting required within 20 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0019	Worker Safety and Health Program description	Approve		Within 30 days after NTP	C.6.1 Worker Safety and Health
TO1-0020	Final Workforce Transition Plan	Approve		Within 30 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0021	Final Benefits Transition Plan	Approve		Within 30 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0022	Draft transition agreements with Incumbent Contractor(s) to ensure compliance with pay and benefit requirements	Review		Within 30 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0023	Drafts of all amendments to or reinstatements of the pension and other benefit plans presently sponsored by the Incumbent Contractor	Review		Within 30 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0024	All draft restated benefit plans and draft Summary Plan Descriptions for pension and other benefit plans sponsored by the Incumbent Contractors (if applicable)	Review		Within 30 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes

Task Order 1 – Transition Deliverables

(Note: All time periods specified are calendar days.)

Deliverable Number	Deliverable	DOE		Deliverable Due	Contract Section/Requirement
		Action	Response Time		
TO1-0025	Draft or proposed final versions of any new defined benefit and defined contribution pension plans and other benefit plans and draft Summary Plan Descriptions for the pension and other benefit plans (if needed as agreed to in the final Benefits Transition Plan)	Review		Within 30 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0026	Final transition agreements with Incumbent Contractor(s) to ensure compliance with pay and benefit requirements	Approve		Within 45 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0027	Proposed final versions of all amendments to or reinstatements of the pension and other benefit plans presently sponsored by the Incumbent Contractor	Approve		Within 45 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0028	Proposed final version of restated benefit plans and draft Summary Plan Descriptions for pension and other benefit plans sponsored by the Incumbent Contractors (if applicable)	Approve		Within 45 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0029	Proposed final versions of any new defined benefit and defined contribution pension plans and other benefit plans and Summary Plan Descriptions for the pension and other benefit plans (if needed as agreed to in the final Benefits Transition Plan and not previously transmitted)	Approve		Within 45 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0030	Wall-to-Wall Physical Contractor Controlled Inventory Report	Approve	10 days	Within 50 days after NTP	C.1 Contract Transition, C.6, Personal Property Management Program
TO1-0031	Proposed WBS numbering scheme and WBS dictionary	Information		Within 30 days after NTP	C.5.2. Scheduling
TO1-0032	Final Workforce Transition Agreements	Approve		Within 60 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0033	Statement of Material Differences.	Information		Within 60 days after NTP	C-1 Contract Transition

Task Order 1 – Transition Deliverables

(Note: All time periods specified are calendar days.)

Deliverable Number	Deliverable	DOE		Deliverable Due	Contract Section/Requirement
		Action	Response Time		
TO1-0034	Employee Assistance Program Implementation Plan	Information		Within 60 days after NTP	Section J, Attachment J-2, 10 CFR part 707, Workplace Substance Programs at DOE Sites; also DOE O 350.1
TO1-0035	Disclosure of Contractor's estimating system	Information		Within 60 days after NTP	H.15 Cost Estimating System Requirements
TO1-0036	Documentation substantiating that the Contractor's accounting system meets specified system criteria	Information		Within 60 days after NTP	H.17 Accounting System Administration
TO1-0037	Documentation substantiating that the Contractor's purchasing system meets specified system criteria	Information		Within 60 days after NTP	H.18 Contractor Purchasing System Administration
TO1-0038	Documentation substantiating that the Contractor's personal property management system meets specified system criteria	Information		Within 60 days after NTP	H.19 Contractor Property Management System Administration
TO1-0039	Personal Property Management System	Approve		Within 45 days after NTP	C.7.1.1 Personal Property Management
TO1-0040	Diversity Plan	Approve		Within 60 days after NTP	H.31 Diversity Program
TO1-0041	Litigation Management Plan	Information		Within 60 days after NTP	H.60 Legal Management
TO1-0042	Graded Approach for Implementation of Contract Requirements Plan	Approve		30 days prior to end of transition	C.1 Contract Transition
TO1-0043	Declaration of Readiness to Execute the Contract	Approve	10 days	10 days prior to end of transition	C.1 Contract Transition
TO1-0044	Contractor Employee Compensation Plan	Approve		By the close of contract transition	H.4 Employee Compensation: Pay and Benefits

Task Order 1 – Transition Deliverables

(Note: All time periods specified are calendar days.)

Deliverable Number	Deliverable	DOE		Deliverable Due	Contract Section/Requirement
		Action	Response Time		
TO10045	Description of necessary transactions with regard to the transfer of assets from the existing MEPP to a new defined benefits plan in keeping with the benefits sponsorship requirements of the Contract and applicable laws,	Information		Within 90 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0046	Schedule for when the new defined benefit plan will be developed and assets transferred	Approve		Within 90 days after NTP	H.6 Workforce Transition and Benefits Transition: Plans and Timeframes
TO1-0047	EVMS Requirements Gap Analysis	Review	Direction to be provided within 90 days of receipt of analysis	By the end of Transition	H.16 Earned Value Management System
TO1-0048	Task Order Proposals	Review		As specified by the CO	C.1 Contract Transition H.50, Task Ordering Procedure
TO1-0049	Workplace Substance Abuse Program Implementation Plan	Approve	20 days	30 days from NTP	C.6.1.1 Workplace Substance Abuse Programs 10 CFR 707 Workplace Substance Abuse Programs at DOE Sites DOE O 350.1 Contractor Human resources Management Program FAR 52.236-6 Drug-Free Workplace
TO1-0050	Update and revise Functional Service Agreements	Information	30 days		C.11.1 Safeguards and Security Program
TO1-0051	Quality Assurance Plan (QAP)	Approve	30 days	30 days from NTP	C.6.5 Quality Assurance DOE Order 414.1 10 CFR 830 Subpart A
TO1-0052	Quality Assurance Plan Graded Approach	Approve	30 days	If prepared as a standalone document	C.6.5 Quality Assurance

Task Order 1 – Transition Deliverables

(Note: All time periods specified are calendar days.)

Deliverable Number	Deliverable	DOE		Deliverable Due	Contract Section/Requirement
		Action	Response Time		
				combined with the QAP. Provide within 30 days	
TO1-0053	Training Implementation Matrix	Approve	20 days	45 days from NTP	C.6.7 Training DOE O 426.2
TO1-0054	Authority Having Jurisdiction delegation	Generate		By the end of transition	C.6.11 Conduct of Engineering
TO1-0055	Initial contractor assurance system description	Approve		By the end of transition	C.10 Contractor Assurance System
TO1-0056	Implementation plan that aligns CAS elements and implementing procedures with the Site Wide Assurance Systems Approach Document	Approve		By the end of transition	C.10 Contractor Assurance System
TO1-0057	Fire Protection Program Plan	Approve		By the end of transition	C.6.12 Fire Protection Program
TO1-0058	Nuclear Management Maintenance Plan (NMMP) Description Document	Approve	30 days	45 days after NTP	C.6.12.2 Nuclear Facility Maintenance
TO1-0059	Transition Communication Plan	Approve	1 day	1 day after NTP	C.1 Transition C.12 External Affairs
TO1-0060	External Affairs/Internal Communication Program Description	Approve	30 days	30 days after NTP	C.12 External Affairs
TO1-0061	Complete implementing documentation for the contractor Employee Concerns Program	Approve	45 days	30 days after NTP	C.14.3 Employee Concerns
TO1-0062	Accept, for resolution, existing employee concerns unresolved at the close of the initial Contract transition period.	Information		80 days after NTP	C.14.3 Employee Concerns
TO1-0063	Conduct of Operation Implementation Matrix for each HAZCAT 2 and 3 facility	Approve	20 days	45 days after NTP	C.6.9 Conduct of Operations DOE O 422.1
TO1-0064	Conduct of Operation Implementation Matrix for less than HAZCAT 3 facilities	Approve	20 days	45 days after NTP	C.6.9 Conduct of Operations DOE O 422.1

Task Order 1 – Transition Deliverables

(Note: All time periods specified are calendar days.)

Deliverable Number	Deliverable	DOE		Deliverable Due	Contract Section/Requirement
		Action	Response Time		
TO1-0065	Information Technology and Cyber Security Implementation Plans	Concur		Within 90 days after NTP	C.8.1 Information Technology and Cyber Security Management DOE O 205.1C
TO1-0066	Wildland Fire Management Plan	Approve		At the end of Transition and prior to major changes being made	C.6.13 Fire Protection Plan DOE O 420.1C

Acronyms:

CFR Code of Federal Regulations
DOE U.S. Department of Energy
CO Contracting Officer
DOE O DOE Order

MEPP Multiple Employer Pension Plan
NTP Notice to Proceed
TO Task Order
WBS Work Breakdown Structure